

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE STUDY SESSION MEETING
BOARD OF PARK COMMISSIONERS**

June 24, 2015

The Champaign Park District Board of Commissioners held a Study Session Meeting on Wednesday, June 24, 2015 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President McMahon presided over the meeting.

Present: President Timothy P. McMahon, Vice President Craig W. Hays, Commissioners Alvin S. Griggs, Barbara J. Kuhl, and Jane L. Solon, Treasurer Gary Wackerlin and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Kevin Crump, Director of Operations and Planning, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of Human Resources, Information Technology and Risk, Steven Bentz, Director of the Virginia Theatre, Chelsea Norton, Director of Marketing and Communications, and Andrew Weiss, Park Planner/Landscape Architect.

Members of the public were in attendance. Tim Mitchell, a reporter with *The News-Gazette*, was also present.

Call to Order

President McMahon called the meeting to order at 5:30 p.m.

CPD Highlights

Mr. DeLuce reported that a young lady in the Park District's youth theatre program was recently in New York and was called up to perform in a concert. He stated that it was on YouTube and that staff would share it with the Board. Mr. DeLuce also reported that the Park District's youth theatre director was also involved in the New York theatre program as well.

President McMahon reported that a friend, Stan Paul, (a resident) posted several pictures of the Leonhard Recreation Center and the pool on Facebook saying, "this is where I live, Isn't it an awesome place." Mr. DeLuce reported that Pat Fitzgerald posted pictures of his family and him with the sign naming the ballfield at Eisner Park in memory of this father, Jim Fitzgerald, on Facebook. President McMahon stated that he attended Juneteenth which was well organized by Darius White, Senior and Adult Coordinator, and well attended. He reported that Representative Carol Ammons also attended the event.

President McMahon thanked the Commissioners for taking part in the Board workshop last week. He stated that there was good discussion. It demonstrates that the Board and Park District are always looking for ways to improve.

Comments from the Public

Theresa Truelove, 508 S. McKinley, Champaign, addressed the Board about the needed for a year round deep water or warm water pool. She stated that there is a need for seniors as well as children to learn to swim year-round.

President McMahon thanked Ms. Truelove for her comments.

Old Business

FY15-16 Proposed Budget

Mr. DeLuce reported that the budget will be presented for approval at the July 8, 2015 Board meeting. Ms. Wallace prepared a summary of the proposed budget. Staff is available to answer any questions or address any concerns from the Board.

Ms. Wallace reported that no significant changes were made to the proposed budget. She stated that there were a few organizational changes and carryovers of capital expenses. President McMahon stated that he prefers the summary format.

Ms. Wallace responded to questions and concerns posed by Commissioner Kuhl about the recovery of the IMET funds. Mr. Wackerlin stated that it is not anticipated that there will be a loss of funds.

Ms. Wallace responded to questions posted by Vice President Hays about the \$750,000 grant proceeds set aside for the Virginia Theatre sound system, full-time staff and part-time seasonal staff salaries, contractual services and employee benefits pension plan payments.

Ms. Wallace responded to a question posed by Commissioner Griggs about the per capita calculation. Mr. Wallace stated that the calculation was incorrect but will be corrected in the budget. The calculation is strictly based on population for the city of Champaign.

Ms. Wallace responded to questions posed by Commissioner Solon about the proposed change to softball tournament revenue, not applying for the grant from the Illinois Arts Council, full-time personnel merit increase, increase in contractual services, and travel expenses.

Mr. DeLuce stated that staff will revisit concerns raised by Board members to determine if changes regarding specific areas need to be made.

President McMahon summarized areas of concern, including increased full-time personnel, increase in contractual services, and elevated cost for maintenance and repairs. He also questioned whether as a Board it should discuss maintaining a certain level of surplus.

Discussion Items

FY15-16 Proposed Planning Projects

Mr. DeLuce presented a list of proposed projects for FY15-16 compiled by staff. He stated that staff seeks Board direction on the projects. The Board reviewed the list of projects individually. Discussion ensued. It was the consensus of the Board that staff move forward with the following projects: provide additional information and explore other options for expansion of the operations and planning shop; Spalding Park master plan with clarification on proposed amenities; Hessel Park playground, sprayground, restrooms and path to be designed and constructed over two years; replacement of the Trevett-Finch retaining wall; Douglass Park little league fencing; and Garden Hills path. The Board favored addressing the Trails of Abbey Fields area at a later date. It was the consensus of the Board that staff move forward with Henry Michael Park for initial design and construction work. It was the consensus of the Board to combine Heritage Park master plan and Kaufman Par/Heritage Park design projects for 2017. The Board was not in favor of moving forward with completing the master plan for Sholem Aquatic Center. The Board directed staff to research additional information about the possibility of constructing a basketball court at Towne Center Park. The Board was not in favor of completing the Centennial Park master plan. Staff will also research additional amenity ideas including the amphitheater for Douglass Park. The Board directed staff to research additional information about fencing for Hazel Park and Douglass Park.

Mr. DeLuce asked the Board if there were any other areas that they wanted staff to include. Commissioner Kuhl stated that trails should remain an element. Mr. DeLuce noted that the Garden Hills path was included and that the Trails Plan is in progress.

FY15-16 Proposed Board/Executive Director Goals

Mr. DeLuce presented a draft of proposed FY15-16 proposed Board/Executive Director goals. He stated that the proposed goals tie into the 2020 Strategic Plan.

President McMahon reported the proposed goals are for Board discussion to determine if they align with what the Board desires to achieve. Proposed goal categories include, land acquisition/open space expansion; park and facility development; Virginia Theatre; and best practices and data-based decision making. Listed under the categories are the Executive Director's goals for FY15-16. The Board reviewed the proposed goals. It was the consensus of the Board to not pursue purchasing or acquiring open space in FY15-16 nor complete the Centennial Park or Sholem Aquatic Center master plans. Discussion ensued about reducing the tax support for the Virginia Theatre. It was determined that it should remain a goal. The Board also discussed the goals listed under best practices in depth and determined that goals as best practices are appropriate. The Board also discussed whether the Executive Director and Board goals should be separate items or remain as one.

After further discussion, President McMahon asked Commissioners to forward any changes or additions to him.

Board Comments

President McMahon discussed the summary of the follow up from the Board workshop. He stated that Mr. DeLuce requested feedback be compiled and distributed. He noted that additional action items that the Board agreed to were to formalize items agreed to at a later date and to create a Board Action Calendar.

Executive Session

No Executive Session was held.

Adjourn

There being no further business to come before the Board, Commissioner Griggs made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 5-0, and the meeting was adjourned at 8:16 p.m.

Craig Hays, Vice President

Cindy Harvey, Secretary